

F. No. T-23038/1/2021-Publication
Government of India
Archaeological Survey of India
Publication Section

Dharohar Bhawan,
24, Tilak Marg, New Delhi – 01
Date : 13.08.2021

Subject : Utilization of Budget Sub head 23.01.16 – Publication regarding.

All Sections/ Offices/ Circles/ Branches of the ASI are hereby informed to follow the procedures mentioned below for expenditure to be incurred from the budget Head 2205.00.106.13.01.16 - Publication, for all future activities.

1. Each HoO/ Section head should submit the anticipated expenditure under Budget sub head 23.01.16 – Publication to the Publication Section, ASI every year in the month of October. The total of the same will be incorporated in the budgetary outlay of the Publication Section for the next financial year.
2. The total anticipated expenditure will be marked from the Publication budget for these purposes only.
3. At the time of actual requirement, the concerned office or section shall send the requisition to the Publication Section immediately for the approval of the competent authority as and when the necessity arises for expenditure from the Head of Publication 13.01.16.

This issues with the approval of the DG, ASI vide F. No. T-23038/1/2021-Publication on note no. 16 dated 03.08.2021 for compliance.

Madhulika Samanta 13.08.2021
(Dr. Madhulika Samanta)
Director (Publication)

Copy to :

1. PPS/PS/PA to DG/ADG(Arch)/ADG(Cons.)/All Jt. DGs/Director(Adm.), ASI Hqrs., New Delhi.
2. All Directors/Officers/Sections/Units at ASI Hqrs. Office, New Delhi.
3. All Regional Directors, ASI.
4. All SAs of Circles/Branches, ASI.
- ✓ 5. Website Section, ASI Hqrs. Office, New Delhi with the request to upload on the ASI, Website.